



# Annual Report

Town of Bolton  
For the year ending  
June 30, 2025

## ABOUT THE COVER

**The cover painting is a pastel of "Vernal Pool in Bolton"  
by local artist Susan Bosworth.**

Since 2014, the Bolton Conservation Commission has celebrated Vernal Pools Day each Spring, highlighting the ecological importance of these small but powerful seasonal wetlands. Every year, we host an educational field event somewhere special in town, inviting residents to experience firsthand the remarkable spring wildlife that depends on these habitats. Vernal pools appear wet and come alive for only a brief window each year, usually around the vernal equinox.

In 2025, we offered a Vernal Pool Sunset Serenade, beginning with an engaging presentation at the Bentley Memorial Library and culminating in a twilight visit to the highly productive vernal pool just steps behind the building. The timing was perfect: the forest was alive, and participants were able to observe evidence of amphibian breeding activity unfolding in real time.

To complement Susan Bosworth's beautiful artwork, we share this scientific description from our special guest, Professional Wetlands Scientist Edward Pawlak:

"Nestled in a hardwood forest that shares the landscape with roads, houses, agricultural fields and the Bentley Memorial Library lie a small seasonally flooded swamp that retains shallow surface water in the spring. Wood frogs migrate to and lay eggs in these shallow waters, and after several months of metamorphosis, tiny juvenile wood frogs can be seen hopping around the forest. Because of its proximity to the library, and easy access via a narrow trail, this vernal pool is an invaluable teaching resource for nature lovers of all ages."

These pocket wetlands, fleeting, delicate, and bursting with life, are among the most biologically significant habitats in our region. They support obligate amphibians, sustain food webs, and offer rare opportunities for hands-on environmental education.

We invite you to join us each year as we venture into these vibrant spring ecosystems and witness nature's diversity and renewal up close.

— Rod Parlee, Chair  
Bolton Conservation Commission

## FORWARD

We seven members of the Finance Committee provide oversight and advice for the Town of Bolton's financial matters. Although our focus is the annual budget, we do concern ourselves with maintaining bond ratings, earning good interest rates on funds, and managing capital investments. We have heard clearly from our taxpayers that they want more insight into the budget process through improved communications. In partnership with the Board of Selectmen and the Board of Education, we will work toward this goal.

Each year, we have the honor of presenting the Town's Annual Report, this time for fiscal year 2024-2025. We are grateful to the Town Administrator's Office for compiling this document.

This report is an excellent guide to Town activities, resources, yearly accomplishments, and meeting schedules. It concludes with an abridged version of the Annual Financial Audit.

As you read, please note the many volunteer citizens, appointed and elected, who serve on the various boards, committees, and commissions that help keep our Town running. You, too, may find an opportunity to serve and grow our town.

And lastly, our thanks to the devoted Town staff who collaborate to address the Town's present concerns while planning for the future.

Sincerely,  
The Finance Committee  
Ross Lally, Chair

**ANNUAL REPORT  
TOWN OF BOLTON, CONNECTICUT**

**TOWN GOVERNMENT OPERATIONS FOR FISCAL YEAR ENDING  
JUNE 30, 2025**

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## TELEPHONE DIRECTORY

### **EMERGENCY CALLS**

911 To report a fire, police or medical emergency  
649-3910 Volunteer Firehouse - Routine Calls  
643-6060 Resident State Trooper  
537-7500 State Police Troop K - Colchester

### **ADMINISTRATIVE**

649-8066\* FOR ALL DEPARTMENTS LISTED BELOW  
(222 Bolton Center Road)

\* Assessor's Office Ext. 6100  
\* Building Official Ext. 6105  
\* Health District/Sanitarian Ext. 6108  
\* Recreation Department Ext. 6109  
\* Selectmen's Office Ext. 6111  
\* Tax Collector Ext. 6101  
\* Town Clerk Ext. 6106  
\* Dir. Community Development Ext. 6114  
643-0021 (Fax)

### **NOTCH ROAD MUNICIPAL CENTER**

649-7780 \* Finance Department Fax - 649-3187  
647-9196 \* Senior/Social Services Fax - 643-5496  
533-1243 \* Registrar of Voters Fax - 649-3187

### **GENERAL INFORMATION**

992-4166 Animal Control Officer  
646-4945 Fire Marshal  
649-4302 Open Burning Official  
646-8152 Park/Buildings and Grounds Department  
649-4302 Town Garage (Highway Department)  
649-4302 Tree Warden

### **EDUCATION DEPARTMENT**

643-1569 Board of Education, (72 Brandy Street)  
643-1569 Superintendent of Schools, (72 Brandy Street)  
643-2411 Bolton Elementary School, (108 Notch Road)  
643-2768 Bolton High School, (72 Brandy Street)

### **PUBLIC LIBRARY**

646-7349 Bentley Memorial Library, (206 Bolton Center Road)  
649-9059 FAX

HOURS OF SERVICE

**OFFICE OF SELECTMEN\***

**TOWN CLERK'S OFFICE\***

**LAND USE OFFICES\***

(Engineer, Building, Sanitarian, and Zoning)

**TAX COLLECTOR'S OFFICE\***

**RECREATION'S OFFICE\***

**BLRWPCA OFFICE\***

Emergency after-hours number

860-266-7256

**\*OFFICE HOURS FOR ALL OF THE ABOVE**

8:30 A.M. to 4:00 P.M.	Monday, Wednesday & Thursday
8:30 A.M. to 6:30 P.M.	Tuesday
8:30 A.M. to 1:00 P.M.	Friday

**ASSESSOR:**

8:30 A.M. to 6:30 P.M.	Tuesday
8:30 A.M. to 4:00 P.M.	Wednesday

**FINANCE OFFICE:**

8:30 A.M. to 4:00 P.M.	Monday thru Thursday
8:30 A.M. to 3:00 P.M.	Friday

**SENIOR/SOCIAL SERVICES / BOLTON SENIOR CENTER:**

9:00 A.M. to 4:00 P.M.	Monday thru Thursday
9:00 A.M. to 3:00 P.M.	Friday

**LIBRARY:**

10:00 A.M. to 8:00 P.M.	Monday thru Thursday
10:00 A.M. to 3:00 P.M.	Saturday

**PROBATE COURT:**

66 Center Street, Manchester

860-647-3227

**TOWN OFFICIALS, BOARDS AND MEETING DATES**

**BOARD OF SELECTMEN**

<i>FIRST SELECTMAN:</i>	Rodney Fournier	2023-2027
<i>DEPUTY 1ST SELECTMAN:</i>	Robert Morra	2023-2025
<i>SELECTMEN:</i>	Mather Clarke	2023-2027
	Timothy Sadler	2023-2027
	Amanda Gordon	2023-2025
	Pam Sawyer	2023-2025
	Gwen Marrion	2023-2027

*TOWN ADMINISTRATOR:* James Rupert Appointed 4/10/21

Meeting Dates: 1<sup>st</sup> Tuesday of each month - Town Hall at 6:30 P.M.

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*TOWN CLERK:* Elizabeth C Waters

*TREASURER:* Jill Collins Appointed 8/11/2020

*CHIEF FINANCIAL OFFICER:* Jill Collins Appointed 3/14/2016

*TAX COLLECTOR:* Lori Bushnell

*SCHOOL SUPERINTENDENT:* Kristin B. Heckt Appointed 9/28/12

*DIRECTOR of COMMUNITY DEVELOPMENT:* Patrice Carson Appointed 2/14/14

*BUILDING OFFICIAL ZONING ENFORCEMENT:* Rich McKinnon Appointed 4/10/23

*ASSESSOR:* Kara Fishman Appointed 11/01/22

*TOWN MEETING MODERATOR:* Tom Fiorentino 2023-2025

*PARKS/BLDG SUPERVISOR:* John Butrymovich Appointed 1/21/97

*HIGHWAY SUPERVISOR:* AJ Golden Appointed 7/29/2024

*JUDGE OF PROBATE:* Michael Darby 2021-2025

*LIBRARY DIRECTOR:* Elizabeth Thornton Appointed 11/7/88

*RECREATION DIRECTOR:* Stephanie Crane Appointed 03/04/22

*SEN/SOC. SERV. DIRECTOR:* Carrie Concatelli Appointed 9/16/16

*RESIDENT TROOPERS:* Brian Contenta  
Jake Messier

**FINANCE COMMITTEE**

Ross Lally 2023-2027  
 Christopher Connelly 2023-2027  
 Tyler Egner 2023-2025  
 Robert Morra 2023-2025  
 Rhea Klein 2021-2025  
 Amanda Gordon 2023-2025  
 Ashley Phelan 2023-2027

*Chairman:* Ross Lally 2023-2027  
*Meeting Dates:* 3<sup>rd</sup> Thursday of each month  
 Town Hall at 7:15 P.M.

**BOARD OF EDUCATION**

Andrew R. Broneill 2023-2027  
 Benjamin Davis 2023-2027  
 Ashley Phelan 2023-2027  
 Christopher Duffy 2023-2027  
 Ashely Paggioli 2024-2025  
 Christopher P. Davey 2021-2025  
 Rhea Klein 2021-2025

*Chairman:* Andrew R. Broneill  
*Meeting Dates:* Regular - 2<sup>nd</sup> Thursday of each month  
 Bolton High School Library at 6:30 P.M.

**BOARD OF ASSESSMENT APPEALS**

Thomas Fiorentino	2021-2025
Mary Terhune	2023-2027
Matthew T Wraight	2023-2027

**PLANNING & ZONING COMMISSION**

Thomas A. Manning	2023-2027
James V. Cropley	2023-2027
Thomas J. Robbins	2021-2025
Arlene F. Fiano	2023-2027
Jeremy Flick	2021-2025
Steven Clark	2023-2025
Marilee Manning	2023-2027

Alternate	Diane DeNunzio	2023-2025
	Thomas Crockett	2021-2025
	Kawan Gordon	2023-2025

*Chairman:* Thomas Manning  
*Meeting Dates:* 2<sup>nd</sup> Wednesday of each month  
Town Hall at 7:30 P.M.

**ZONING BOARD OF APPEALS**

Morris Silverstein	2023-2025
Jonathan M. Treat	2021-2025
Anne V. C. Decker	2023-2027
William R. Pike	2023-2027
Joshua Machnik	2023-2027

Alternate	John B. Toomey Jr.	2023-2027
	Tom Lyon	2023-2025
	Mary Terhune	2021-2025

*Chairman:* Mark T. Altermatt  
*Meeting Dates:* 2<sup>nd</sup> Monday of each month as needed  
Town Hall at 7:00 P.M.

**JUSTICES OF THE PEACE** Term 1/6/25 - 1/2/2029

John Hambrook  
Marilee Manning  
Gwen Marrison  
Sandra W. Pierog  
Leslie Shea  
Mary Terhune  
Andrew Broneill  
Rodney Fournier  
Rachel Harrison  
Robert R Morra  
Matthew Wraight  
Pamela Z. Sawyer  
Catherine F. Tyrol  
Vacancy (5)

**REGISTRAR OF VOTERS** R Ross Lally 1/8/25- 01/03/29  
D Sandra Pierog 1/8/25- 01/03/29

**DEPUTY REGISTRARS** R Bernice Dixon  
D Mary Terhune

**ASSISTANT REGISTRARS** R Dorothy R. Neil

**CONSERVATION COMMISSION**

Rodney E. Parlee 2024-2027  
Brenda V. Cataldo 2024-2027  
Matthew Rivers 2023-2026  
Alan Bicknell 2023-2026  
Peter Van Dine 2022-2025

Alternate Kimberly Fofana 2025-2025

*Chairman:* Rodney E. Parlee  
*Meeting Dates:* 1<sup>st</sup> Monday of each month  
Town Hall or Via Zoom at 7:00 P.M

**BOARD OF ETHICS**

Robert Neil	2023-2027
Matthew Wright	2023-2029
Ellen Barnes	2023-2029
Basia Caya	2023-2027
Thomas Tierney	2025-2026
(Vacancy R)	2025-2026

*Meeting Date:* as needed at Bolton Town Hall

**BOARD OF FIRE COMMISSIONERS**

Robert Langton	2024-2029
John J. Morianos, Jr.	2023-2028
Elizabeth M. Malone	2021-2026
Christopher A. Moquin	2022-2027
Daniel Moquin	2021-2026

*Chairman:* John J. Morianos, Jr.  
*Meeting Date:* 4<sup>th</sup> Monday of each month  
Firehouse at 7:00 P.M.

**INLAND WETLAND COMMISSION**

Ross Lally	2023-2026
David G. Lynn	2023-2026
James P. Loersch	2024-2027
Michael McDonnell	2024-2027
Diane DeNunzio	2023-2026

*Alternate* Vacancy (1)

*Chairman:* Ross Lally  
*Meeting Dates:* 4<sup>th</sup> Tuesday of each month  
Via Zoom at 7:00 P.M.

**LIBRARY BOARD OF TRUSTEES**

Claire Fazzina	2017-2025
Rebecca L. Holliman	2017-2025
Ulana Hyrn	2017-2025
Kelly A. Goldsnider	2017-2025
Dorothy R. Neil	2017-2025
Brook E. Nowak	2017-2025

*Chairman:* Rebecca L. Holliman  
*Meeting Dates:* 2<sup>nd</sup> Tuesday bimonthly  
 Bentley Memorial Library 4 P.M.

**BOLTON HERITAGE FARM COMMISSION**

	Cara Wraight	2024-2027
	Rhea Klein	2022-2025
	Ann R. Maulucci	2022-2025
	Arlene F. Fiano	2023-2026
	Paula Lynn	2025-2026
Alternate	Leslie Shea	2024-2027
	Vacancy (1)	

*Chairman:* Arlene F. Fiano  
*Meeting Dates:* 1<sup>st</sup> Monday of each month  
 Notch Road Municipal Center at 7:00 P.M

**SENIOR CITIZENS COMMISSION**

	Cheryl Z Udin	2022-2026
	Paula S. Friez	2021-2029
	Leslie Shea	2022-2026
	Anna Spencer	2025-2029
	Helen Winkler	2024-2028
Alternate	Corenda Haugh	2022-2026
	Municipal Agent - Carrie Concatelli	

*Chairman:* Paula S. Friez  
*Meeting Dates:* Quarterly meetings at 12 PM.  
 Bolton Senior Center

**BLRWPCA BOARD**

	Robert Morra
	Richard Hayes, Jr.
	Jessica Webb
	Cheryl Udin
Alternates	Jim Rupert - Bolton

Vacancy - Bolton

*Chairman:* Robert Morra

*Meeting Dates:* 4<sup>th</sup> Wednesday quarterly meetings

**VETERANS COMMISSION**

Kathy Walsh	2022-2024
Paul Toomey	2022-2026
Linda Rudolph	2022-2026
Gregory Carini	2022-2024
Ernest Richardson	2022-2024
Jim Clark	2022-2024
Barry Stearns	2022-2024

**APPOINTED OFFICERS**

ANIMAL CONTROL OFFICER

Jerold Casida

FIRE MARSHAL

William Call

DEPUTY FIRE MARSHAL

James Quish

FIRE CHIEF

Bruce Dixon

DEPUTY FIRE CHIEF

Matthew Perreira

OPEN BURNING OFFICIAL

William Call

INLAND WETLANDS AGENT

Alyssa Barroso

## BOARD OF SELECTMEN

### July 2024 – June 2025

Throughout the fiscal year, the Board of Selectmen continued to guide a variety of projects and studies affecting the community. In addition to these initiatives, the Board addressed numerous issues as they arose. The Selectmen remain committed to providing high-quality, professional services to residents; pursuing opportunities for new grants and shared services; preserving Bolton's rural character; and ensuring the Town is well positioned to meet future needs.

During the fiscal year, the Board held several special meetings, retreats, and workshops in addition to its regular meetings. The Board typically meets on the first Tuesday of each month at Town Hall, both in person and virtually. Agendas and meeting minutes are available on the Town's website and in the Town Clerk's Office. Many monthly meetings are also broadcast on the Community Voice Channel.

Each Selectman serves on at least one committee or subcommittee, including Human Resources, Finance & Administration, Facilities & Public Safety, Personnel, the Town Hall Committee, the Town Hall Building Construction Subcommittee, and the Ad Hoc Herrick Park Committee.

Each year, the Board of Selectmen takes the opportunity to recognize the many dedicated volunteers who serve on the Town's boards, commissions, and fire department.

The Board sincerely appreciates the service, dedication, and support provided by these individuals. Residents are encouraged to review the list of commission vacancies available on the Town's website and to submit an interest form if they wish to serve. All residents are invited and encouraged to take an active role in the community.

### **For the 2024–2025 fiscal year, the Board of Selectmen's work included the following highlighted major topics:**

- Advanced the Connectivity Trail project to expand pedestrian and recreational access within town.
- Completed construction of the new patio at the Public Library to enhance community gathering space.
- Further strengthened town cybersecurity systems to protect municipal operations and data.
- Completed the demolition of the Notch Road Municipal Center.

- Undertook the removal of the greenhouse at Bolton Center School.
- Constructed the parking lot for the Nathan Hale Greenway to improve trail access.
- Completed drainage improvements on Lori Road to address stormwater management.
- Established a Town Hall Building Construction Subcommittee to guide planning for a new municipal facility.
- Secured a Traffic Enforcement Grant to support roadway safety initiatives.
- Held a Board of Selectmen Retreat to review priorities and plan for future initiatives.
- Expanded shared services with the Town of Marlborough through collaboration with the building official.
- Established an Ad Hoc Herrick Park Committee to support planning and improvements at the park.
- Continued work on the Community Septic Project to support infrastructure and environmental goals.
- Advanced the Heritage Farm Trail Project to expand local recreational opportunities.

**For the 2025–2026 year, the Board of Selectmen’s priorities will include:**

- Continuing technology enhancements within the Town government and providing staff training.
- Strengthening and expanding partnerships with neighboring towns.
- Exploring opportunities to promote open and effective communications at all levels of Town Government and within the community.
- Advancing the Community Septic Project, including preparation of bid documents.
- Developing concepts and planning for the future Route 44/6/384 Interchange.

## TOWN MEETING ACTION

The annual town meeting was held on May 7, 2025. The issues brought to the attention of the residents of Bolton are enumerated on the following agenda. The issues were discussed, and after a vote, all passed unanimously.

Voted Yes: To hear annual reports from each town Commission, Board, Agency, and Office.

Voted Yes: To authorize the Board of Selectmen and the Treasurer of the Town of Bolton, when the annual budget is adopted, to borrow on specific accounts, or otherwise, such sums of money from time to time, and at such time or times as may be necessary to meet the expenses and obligations of said Town of Bolton for the fiscal year 2025-2026 in an amount not exceeding the appropriations authorized herein.

Voted Yes: To consider and act upon the five (5) year capital improvement plan as presented by the Board of Selectmen in the annual budget document.

## HIGHWAY DEPARTMENT

Bolton Public Works continued to deliver reliable, cost-effective service to residents throughout FY 2025, with a strong emphasis on teamwork, proactive maintenance, and extending the useful life of the Town's infrastructure by coordinating closely on paving preparation, stormwater management, snow removal, and routine maintenance to protect the community's investment in its roadways and neighborhoods.

### **Pavement Management and Paving Program**

During FY 2025, staff advanced a targeted pavement management strategy that focuses on preserving and strengthening existing assets rather than waiting for major failures. Before milling and paving, crews installed new basin tops and resealed each drainage structure on every road scheduled for treatment, improving structural integrity and protecting the subbase from water infiltration. This coordinated approach supports longer pavement life and reduces the likelihood of needing more costly full-depth reconstruction in the future, even as the Town continues to pursue grant funding for a much-needed, comprehensive stormwater system overhaul.

Working together with Wenzel Milling LLC and Galasso Materials LLC, these are the roads we repaired:

- **Luck's Way**
- **Walden Way**
- **French Road: Deming to Tinker Pond**  
(1 mile mill and overlay, at a cost of about \$260,000)
- **Meadow Road**
- **Town Hall Parking Lot Reconstruction**

At Town Hall, the team did a full reconstruction of the main parking lot, milling to the base prior to the installation of new sub-grade drainage lines tied into each downspout. Electrical conduits were installed for perimeter lighting and provisions were added for future electric vehicle charging stations, which were capped for later use. Light pole bases, lamp posts, and fixtures were installed to improve safety and provide support for the future connectivity trail phase. Regraded the entire sub base with 3/4" process aggregate followed by rigorous compaction prior to laying the binder and top. These projects reflect a coordinated effort between field crews, engineering, and contractors to maximize long-term value from each construction season.

### **Maintenance and Routine Operations**

In addition to large scale paving work, repairs, and construction operations, Highway staff provided continuous, year-round maintenance to keep roads safe, functional, and attractive. Crews kept roadways clear of trees and debris, repaired damaged guardrail, and replaced deteriorated wooden posts to maintain roadside safety. From mid May through the end of October, roadside mowing was performed across town to maintain sightlines, reduce fire risk, and improve the appearance of public ways.

Public Works responded promptly to localized failures, downed trees, power lines, and emerging issues, including the repair of sinkholes on Alexis Drive, Birch Mountain Road, and Volpi Road. Following the snow season, crews replaced damaged curbing to restore proper drainage and protect pavement edges. The department also vacuumed catch basins, performed crack sealing, and regularly cleared culverts and basins that fill with the sand we put out each winter. Together, these efforts slow pavement deterioration, reduce flooding risk, and support a smoother ride for residents and emergency responders.

### **Drainage and Stormwater Improvements**

Public Works continued to address stormwater challenges with a combination of structural improvements and more sustainable practices. Traditional drainage ditches, while common, are increasingly recognized as a source of roadside erosion and

accelerated pavement wear. Crews have begun revamping these ditches to better control runoff, protect the edges of paved highways, and reduce damage to adjacent property and natural resources. This work is part of a broader shift toward modern stormwater management that balances infrastructure needs with environmental stewardship.

### **Several notable drainage projects were completed during FY 2025:**

#### **- Keeney Street Drainage Line – Bolton Lake –**

The team replaced a corroded aluminum drainage line—previously jetted multiple times—with a new 12-inch ADS pipe. A new precast Type CL catch basin top was installed after the sump and riser were resealed to help prevent future infiltration and failures. This project will reduce the risk of neighborhood flooding caused by root intrusion and pipe deterioration. Throughout the work, crews took care to preserve as many trees and as much existing vegetation as possible.

#### **- Lori Road Drainage System Improvements –**

At the top of Lori Road, staff enhanced a previously installed drainage system to better protect homes located downhill. The team constructed a six-foot-tall berm using 3/4-inch process aggregate, compacted in 12-inch lifts, and capped with approximately 18 inches of modified rip rap to provide maximum protection against erosive flows. A spillway was carefully carved between properties to safely convey overflow, demonstrating thoughtful coordination between field staff, engineering, and adjacent property owners.

#### **- Brandy Street Drainage – Irrigation Pond –**

On Brandy Street, a new offset catch basin and 15-inch ADS drainage line were installed from the roadway to a central pond on Richard Barger’s property. Designed by Town Engineer, Joe Dillon, this system collects runoff from the road and directs it into the irrigation pond, helping control surface water while providing a beneficial water source for the property. This project illustrates how engineering and field crews worked together to solve a drainage issue in a way that also supports local land use.

### **Commitment to Teamwork and Service**

Across all of these efforts – from paving preparation and parking lot reconstruction to sinkhole repairs and complex drainage projects – the Public Works department relied on close coordination, as well as strong partnerships with contractors and Engineering. Each project and maintenance task contributes to a cohesive, long-term approach to infrastructure stewardship while maintaining public safety which supports local economic activity, and enhances residents’ quality of life.

## FINANCE DEPARTMENT

The Finance Department is located in the Town of Bolton Annex Building. This office is responsible for the central administration of all Town finances. This includes the preparation of the annual budget, supervising the annual audit, managing grants, debt, accounts payable, payroll as well as oversight of the Towns pension and health insurance. This Department is also responsible for all centralized accounting functions for the entire Town including the Board of Education. The department consists of a full-time Finance Director and two Administrative Clerks.

The Finance Department also has continued to financially manage Bolton Lakes Regional Water Pollution Control Authority (BLRWPCA) which assumed financial responsibility in FY 07-08. The BLRWPCA is responsible for the management of the sewers around Bolton Lakes in the towns of Bolton and Vernon and is managed by the Town of Bolton.

## REGISTRARS OF VOTERS

Fiscal year 2024/2025 ushered in many changes, those most visible to our voters were early voting, new electronic tabulators (voting machines), and new voting booths. One thing that did not change is our commitment to safe, secure, and non-partisan elections.

Early voting was by far the biggest challenge from a cost and logistics perspective. Our state legislature mandated a total of 7 days of early voting for the August primaries and 14 day for the November presidential election. Allowing for setup and takedown time, there were 17 10-hour days and 14-hour days to be staffed with the required 7 people. Fortunately, our poll workers rose to the challenge as did the voters who did their best with the cramped location in the Registrars' office. The approximately \$1,200 per day cost of early voting was born primarily by Town taxpayers, with small state grants covering just a portion of this expense. Taxpayers did like having the option not to vote at the polls for the presidential election, with about one-half voting absentee or early.

It was a relief when the new tabulators arrived in April 2025. We could no longer get spare parts for the old tabulators, and two of our six failed and were beyond repair. We used the new tabulators for the first time in the 2025 budget referenda. They are secure (no internet connection), faster for the registrars to set up and test, and much more friendly for the voter who uses them. The state purchased these machines for each town so there was no direct cost to taxpayers for their purchase. However, the cost of maintaining these devices and programming for each election is higher than for the previous tabulators.

Why the new voting booths? After two decades of service, the old ones were getting dirty and beginning to fall apart. Additionally, we did not have room for them in the limited storage available to us in the Temporary Municipal Building. The new booths are clean, easier to set up and configure, and fit in a smaller storage space.

Many of our activities go unseen by the public yet directly support the electoral process. For example, we:

1. Conduct an annual canvass of voters to ensure that only those legally entitled to vote remain on the rolls.
2. Audit voter registration cards to ensure that they are properly filed and reflect each voter's status.
3. Receive and act on voter registration updates from the Department of Motor Vehicles, Secretary of State, Town Clerk, and other officials.
4. Coordinate voter education and registration with the high school.
5. Attend conferences and classes to maintain our continuing education requirements.
6. Take classes to learn about new legislation and equipment such as our tabulators.

Next year will bring more changes such as our new web-based voter registration system and legislative enhancements to absentee voting. We will also strive to better communicate election updates in coordination with the selectmen.

Sincerely,  
Ross Lally, Republican Registrar  
Sandra Pierog, Democratic Registrar  
Bernice Dixon, Republican Deputy Registrar  
Mary Terhune, Democratic Deputy Registrar

### TOWN CLERK

The duties and responsibilities of the Town Clerk's Office, some of which are governed by State Statute and others by Town Charter and the Board of Selectmen, are as follows:

- Recording documents related to real estate transactions
- Collection of conveyance taxes
- Filing and maintaining maps, trade names, liquor permits, military discharges, and Notary Public Certificates

- Posting notices of meetings and for filing minutes and notices received from various Boards and Commissions, as required by the Freedom of Information Laws
- Administer the oath of office for elected and appointed officials
- Preparation of absentee ballot election material for all elections, primaries, referenda.
- Registration of voters and accepts applications for voters wishing to change their party affiliation
- Issuance of marriage licenses, burial, cremation and transit permits
- Issuance of certified copies of birth, death, and marriage certificates
- Annual registration of dogs
- Records and prepares minutes of Town Meetings
- Filing of WC3 Forms and Lawsuits pertaining to the Town

Records and items processed in the Town Clerk's office during the fiscal year July 1, 2024 through June 30, 2025 are as follows:

• Recorded documents in the Bolton land records	653
• Foreclosure Registrations Filed	4
• Maps received and filed	4
• Land Record copies purchased through COTT online portal (\$)	2196
• Land Record copies purchased in office (\$)	855
• Dog licenses sold	591
• Kennel licenses sold	2
• Liquor permits filed	4
• Trade names filed	5
• Notaries public registered	16
• Notarizations Performed	200
• Veterans' discharges recorded	6

Awarded an Historic Document Preservation Grant in the amount of \$5,500 that was used to purchase fixed shelving units for the back wall to increase storage space.

VITAL STATISTICS recorded July 1, 2024 through June 30, 2025

• Births recorded	30
• Marriages recorded	79
• Deaths recorded	37

## TAX COLLECTOR

The Tax Collector's Office is responsible for the billing and collection of Real Estate, Personal Property and Motor Vehicle taxes in accordance with Connecticut State Statutes. Our mission is to support the financial stability of the Town through the application of State Statutes, policies and enforcement tools. We are committed to providing courteous, responsive service and maintaining positive relationships with the community.

Tax bills were generated based on the assessed property value as of October 1, 2023, which was received from the Assessor's Office. The 2023 GL was a revaluation year for Real Estate properties which updated all Real Estate accounts. The Assessor's office had to adjust Real Estate accounts when the software pulled over previous year's assessed values. Due to the number of accounts this affected, the overall increase of revenue was significant, and the Board of Selectman voted to credit RE/PP accounts based on a reference mill rate of 30.84. These credits were applied to each RE/PP account. Refund notices were sent out to taxpayers with whom they could sign and return the form for a refund. If the refund notice was not returned the credit was applied to the account for the property for the next tax year.

The Town has entered a contract with Tax Serv, a collection agency specializing in collecting delinquent tax accounts. We have sent accounts to them for Motor Vehicle and Personal Property accounts when the account owner cannot be found, moved out of state, are over 2 years old or over a certain tax dollar amount.

A tax sale that was held on June 4, 2024, resulted in one property being redeemed, and one property retained by the Town of Bolton as of December 2, 2024.

Delinquent bills were sent out monthly.

Delinquent Motor Vehicle taxes were reported to the Department of Motor Vehicles, and daily take offs are made to remove the flag on paid accounts.

17 Property tax liens were filed with the Town Clerk.

47 Property tax lien releases were filed with the Town Clerk.

The tax collected on the 10-1-23 GL for the year ending June 30, 2025, was \$19,249,864.66.

The net collectable balance at the end of fiscal year 2024-2025 was \$213,397.16.

The total annual suspense list approved by the Finance Committee was \$17,706.93

Respectfully Submitted,

Lori Bushnell, CCMC, Tax Collector

## **BOARD OF EDUCATION**

The annual report for Bolton Public Schools reflects who we are as a learning community and what we value most. At the heart of our work is a shared commitment to flexibility, collaboration, strong communication, and the social-emotional well-being of every student. We strive each day to ensure that all students are empowered to embrace learning with confidence, build knowledge and skills, and grow into thoughtful, engaged global citizens.

Our mission is to inspire all students to grow as learners, individuals, and citizens – guides every decision we make. The Bolton Public Schools Strategic Plan (2020–2026) provides a clear roadmap for our work, helping us stay focused on long-term goals while continuing to deliver the high-quality teaching and learning our community expects and deserves. Complementing this work, our Portrait of a Graduate defines the skills and dispositions we believe are essential for success in college, career, and life.

As a district, our priorities remain clear. We are committed to challenging and preparing every student for success. We continue to foster a responsive, caring, and inclusive culture where relationships matter and every individual feels a sense of belonging. We are equally focused on cultivating a learning environment rooted in excellence by recruiting, developing, and supporting outstanding educators. At the same time, we recognize our responsibility to advocate for our schools and serve as thoughtful stewards of the community’s investment in public education.

I am proud of the work happening across Bolton Public Schools. Our strength lies in our people, our students, staff, families, and community partners and in our shared commitment to continuous improvement. Together, we remain focused on supporting the whole child and ensuring that every student has the opportunity to learn, grow, and thrive.

### **BOLTON HIGH SCHOOL**

Ninety two percent of the graduating class of 2025 went on to two or four year colleges after graduating. The remaining graduates went on to pursue a technical education, entered the workforce, or joined the military.

Bolton High School prides itself on a personalized educational experience, where each student is encouraged to pursue rigorous coursework and align their high school education with post-secondary interests. BHS continues to participate in Early College Experience programs through local colleges/universities. Bolton teachers actively look to expand our dual enrollment partnerships by voluntarily applying and meeting requirements to offer our students the opportunity to gain exposure to higher education and to earn college credits while in high school.

All students in grades 9 through 11 participate in the annual PSAT assessment. Grade 11 students also participate in the school-day SAT and NGSS assessments as well. The Bolton High School faculty continues to expand the digital portfolio system for students to share their exemplary work as they prepare to meet graduation requirements. In addition, all seniors complete capstone projects their senior year.

Using the District Strategic Plan and the BHS School Improvement Plan as guides, the Bolton High School faculty has continued their ongoing professional development focused on instructional improvement with a specific emphasis on finalizing the format of our Multi-Tiered System of Supports (MTSS) program, expanding opportunities for faculty peer observation, communicating relevance and developing opportunities for students to receive clear feedback on their academic progress.

Bolton High School experienced another successful year in athletics during the 2024-2025 school year. The boys' cross country team captured the NCCC Championship and went on to win the CIAC Class "S" State Championship.

The indoor track team produced the CIAC Class "S" High Jump Champion, while the outdoor track team claimed a Class "S" State Championship in the 4 × 800 relay. In total, fourteen student-athletes earned CHSCA All-State honors across several sports, including boys' soccer, cross country, indoor track, boys' swimming, outdoor track, softball, and golf.

Bolton High School offers a wide range of athletic opportunities for students. Programs include cross country, soccer, girls' volleyball, basketball, cheerleading, girls' gymnastics, baseball, softball, golf, tennis, indoor track and field, and outdoor track and field. The school also participates in collaborative and cooperative athletic programs, including a boys' swimming and diving collaboration and cooperative teams in football, girls' swimming and diving, and ice hockey.

Students involved in music, arts, and drama also enjoyed success during the 2024-2025 school year as well. The drama club had a very successful run of the musical *Sponge Bob* which involved over 60 members of the school community including teachers playing in the pit orchestra and performing with students on stage.

The majority of BHS students participate in at least one co-curricular activity. Clubs include: Robotics, Drama Club, French Club, Yearbook, Jazz Band, National Honor Society, Math Center, Writing Center, Spanish Club, Donut Club, Book Club, Chess Club, Art Club, Latin Club, Literary Magazine, Student Council, and Guild Club. Many of our student activities incorporate a service component. For example, the National Honor Society coordinates multiple community blood drives throughout the year and the Student Council sponsors food drives. The high school also implements a mentoring

program called “Bigs and Littles”, which is an initiative that pairs an upperclassman with freshman at the beginning of the school year in order

to support their transition to BHS. Activities are planned throughout the year to continue this relationship. Additionally, BHS continued the grade 9 teaming model, TEAM28. Grade 9 students spend much of their day in one wing of the building with a common group of teachers. This team model has added an extra layer of support as students transition to high school.

### **BOLTON CENTER SCHOOL**

Throughout the 2024–2025 school year, Bolton Center School students participated in a variety of activities that supported academic growth and enrichment. In addition to our daily work, a few highlights included our annual Read-A-Thon, which encouraged students to explore books from a variety of genres while tracking their reading progress. Teachers in grades K–8 continued to support students at all levels through the implementation of MTSS (Multi-Tiered Systems of Supports). Our student-centered approach and data-driven processes allow systems like MTSS to make a significant difference in student learning. Students in grades 5 through 8 also demonstrated their academic skills by participating in the annual Spelling Bee and Poetry Slam. In October, eighth-grade students took the PSAT assessment. Students had additional opportunities to extend their learning through events such as Career Day and author visits sponsored by the PTA. Lastly, students in grades 3–8 participated in the annual Smarter Balanced state testing, and students in grades 5 and 8 participated in the NGSS science state assessment.

Bolton Center School students demonstrated a strong commitment to service and leadership throughout the year. Student Council organized several fundraising initiatives to support charitable causes, including two food drives for the Bolton Food Pantry and the Heifer International Pajama Day fundraiser. In addition, the Student Council organized fall and spring dances, multiple weeks of spirit days, a Valentine’s Day school-wide event, and also acted as ambassadors to elementary classrooms.

The staff at BCS continues to make SEL (Social Emotional Learning) a priority for our students. BCS uses Second Step as our SEL curriculum in grades K–8, and throughout the year, there are numerous other assemblies, events, and programs that support this work. Discussions focused on areas such as stress management, coping skills, gratitude, attitude, self-respect, and executive functioning. Students also participated in Start With Hello Week, prepared and led their own student-led conferences, and worked toward mastery of the BPS transferable skills of critical thinking, collaboration, communication, creative and practical problem solving, citizenship, and self-direction.

Maintaining a positive school climate and culture continues to be a priority at BCS. Staff and students continue to utilize PBIS (Positive Behavioral Interventions and Supports) as the foundation for this work. Newly updated behavior expectations for the 2024–2025 school year, along with the BCS School Improvement Plan, helped guide this important work. Students were regularly recognized for demonstrating the Bulldog B.A.R.K. on the morning announcements, during assemblies, and through individual recognition.

BCS students continued to excel during the 2024–2025 school year, both in the classroom and in extracurricular activities. Nearly one-third of students in grades 6–8 participate in sports, and over one hundred additional students participate in clubs. Sports offered include girls’ and boys’ cross country, girls’ and boys’ soccer, girls’ and boys’ basketball, baseball, and softball. Some of the clubs include volleyball, robotics, Invention Convention, yearbook, jazz band, art club, newspaper, Student Council, guitar club, book club, and spelling team.

Bolton Center School also continued to strengthen connections with families through several community-centered events. In October, the PTA hosted the sixth annual school-wide Walk-a-Thon, which raised funds for student enrichment activities and programs. Another highlight of the year was the annual Winter Family Fun Night in January, which brought hundreds of families into the school to participate in fun and educational activities with their children.

### **TEACHING AND LEARNING**

The district continues to align curriculum, instruction, and assessments to various content area standards as part of our ongoing mastery work that supports Bolton’s Strategic Plan and Bolton Public Schools’ Portrait of a Graduate. During the 2024-2025 school year, K-3 teachers continued full implementation of the Bookworms reading program supported by ongoing, job-embedded professional development throughout the school year. This structured literacy approach continues to deepen teachers’ instructional practice and strengthen student outcomes in foundational reading skills. Our professional learning communities (PLCs) remained central to this work. Teachers collaborated regularly to examine instructional practices using universal assessment data, analysis of student work, and curriculum-based assessments to make informed, responsive decisions. Professional development also focused on strengthening targeted interventions for students through our Multi-tiered Systems of Support ( MTSS), ensuring that students who need additional support receive it in a timely, data-informed way.

This year marked a meaningful shift in how we assess literacy. Bolton Center School administers universal assessments in both reading and math from grades K-8, and BHS participates in the CT SAT School Day. During the 24-25 school year, our student reading assessment shifted online. While we had been administering the DIBELS (Dynamic Indicators of Basic Early Literacy Skills) assessment to students in K-5, we adopted the mClass assessment which includes DIBELS and additional assessments for K-6 to

provide a more comprehensive picture of our students' abilities in literacy and to begin the possible identification of dyslexia. Teachers in 6-8 piloted a comprehension assessment called Common Lit to help inform instruction at a higher level, and all teachers completed training in a math intervention program designed to provide practice with their math facts. In grades 3-8, we expanded our use of the SBAC Interim Assessment Blocks (IABs) in both math and ELA to collect more authentic data, which gives students the opportunity to practice with an actual state assessment. Formative and summative school-based assessments help guide instructional decisions as we strive to meet the needs of all learners.

Professional growth extended beyond the classroom this year. Staff participated in national and state conferences, MTSS planning, AP Institutes and specialized training programs that expand the depth and breadth of our course offerings. These investments directly benefit students. As our teachers grow, so does the range and quality of learning opportunities available — including an expanding menu of courses that allow students to earn college credit while still in high school.

### **LIBRARY (BENTLEY MEMORIAL LIBRARY)**

#### **Library Board of Trustees**

Rebecca Holliman-Chair, Kelly Goldsnider-Secretary, Dorothy Neil-Treasurer, Brook Nowak, Claire Fazzino, Loni Hryn, Cami Soucy, Clerk.

All library board members are appointed by the Board of Selectmen. As stated in the Town Charter: The Library Board shall consist of no less than five (5) members each of whom shall serve a term of four (4) years with two or five members appointed biennially to succeed the members whose term of office expires in such year. The Board shall be responsible for the management of the Bentley Memorial Library and any other Town Library facilities excluding Board of Education facilities, funds and equipment related thereto; shall establish rules and regulations for the conduct of the library's business and for the provision of services to the inhabitants of the Town; and may enter into intertown and regional library compacts in the manner and to the extent prescribed by the General Statutes.

#### **Staff**

Elizabeth Thornton, MLS, Director  
Susan Prentice, Library Assistant 1 (Library Technical Assistant)  
Mark Nystrom, Library Assistant II (Technology/Programming)  
Amber Mosley, Library Assistant I (Cataloging/Circulation)  
Sam Bahre, Library Assistant 1 (Circulation)  
Pages- Kelcie Perkins and Zoe Sondik  
Substitutes- Kathy Czaya, Linda Armstrong, Gretchen Wiedie.

**Hours**-Monday - Thursday 10-8, Saturday 10-3, closed Friday, Sunday, Saturdays in August, legal holidays and Memorial Day, Labor Day and Thanksgiving weekends.

**Goals for 2025-26**- Add an awning for the patio, generator, EV charging station and air purification system.

**Staff**-Staff continues to receive internet cyber security training through Novas.

**Volunteers**- Bev and Ron Alleman, Ray Hardy, Jim Dwire, John Toomey, Emily Bradley, Sharon Chapman, Kathy Walsh, Nancy Aderman, Susan Bosworth and Dorothy Hall- Thank you to all the volunteers for their continued dedication.

**Friends of the Bentley Memorial Library:** Emily Bradley, Coordinator/Treasurer  
The Friends of the Library provide fund raising and community awareness opportunities. Fund raisers such as book bags and used book and AV sales help provide programs, refreshments for programs, coffee bar and other special purchases. Thank you to all who donate their time, talents and donations to the library.

**Displays**-The library has two display cases for patrons to feature their collections. The monthly displays featured during the year were woodworking, national parks, Bolton High School 60<sup>th</sup> anniversary, cub scouts troop 157, Veteran's Commission, Bike Walk Bolton, pastel paintings, art display, Bolton Scholarship Committee, Heritage Farm.

**Memberships**- Bibliomation, Inc., ACLB, ALA, CLC, CLA and FOCL. Various meetings were attended for these organizations.

**Library Visits** - 15,499

**Study Room Use** - 108

**Monetary Donations**- \$ 1521.00 was donated to the library gift fund and Friends of BML. The library also received many donations of used and new books and AV from generous patrons. A special thank you to the Bolton Regional Lions Club for their financial contributions and Sam and Joan Teller for their annual contributions and the Hartford Foundation for the grant.

**Grants**- A \$4600.00 grant was received from the Bolton Greater Together Community Fund.

**Budget**- The library budget for the fiscal year was \$313,067.00.

**Revenue**- Town revenue collected includes fines, fax and copies totaling \$1249.00.

**Facility-** Computers are being upgraded for Windows11 and patio furniture was purchased.

**Registered Borrowers-**The library has 1803 active borrowers.

**Circulation-** The library circulated physical items and electronic items for a total circulation of 38,330.

**Connecticard-** Out of town patrons borrowed 3848 items from the Bolton library.

**Collection-** The collection size is 45,417.

**Reference-** There were approximately 254 reference and technology questions.

**Loan transactions-** 5484 requests were loaned and borrowed to and from other libraries.

**Programs-** Approximately 1987 patrons attended 92 programs, a sample of which is listed below: Smokey the Bear Summer Reading, BCS Literary Adventure, preschool storytime, BCS Reading Hall of Fame and Cereal Box decorating, Vernal Pool Sunset Serenade with Ed Pawlack, Read-to-the Dogs, Bolton Social Services Giving Tree, Blanket Drive, Easter Highland Health District Understanding Your Blood Pressure, 1000 Books Before Kindergarten, BCS 2<sup>nd</sup> grade and Montessori school visit, seed library, scavenger hunts, story walks, adult book discussions, author talk with Megan Collins, plant, bulb and seed swap, blanket collection for area shelters, Take Your Child to the Library Day, Radon Awareness and Testing, Children's Yoga, European Contact and the Pequot War with Steve Penny, Lions club eye glass collection, Halloween costume storytime, Bike Walk Safety, Xen's Critters, Explore the Future of Bolton Heritage Farm, BCS 2<sup>nd</sup> grade class visit, National Library Card sign up month, Holiday pajama storytime, Fashions of Downton Abbey, Susan Bosworth All About Pastels, Bolton Soccer equipment swap, PH soil testing, Build a Bouquet, Illeana Douglas book talk, Black Bears in CT, Bobcats, Troublesome Garden Pests, Planting Container Gardens, Putting Your Garden to Bed, True Ghost Stories of CT, Fearsome Foursome with Ginny Apple, Lutz Fur, Feathers and Scales, whitetail deer, K-12 Bolton Schools art show, Valentine fun night, Read Across America, Memorial Day Parade, Sweets for Seniors, Create your Own Korean Lantern, Hartford Foundation grant celebration event, Bolton Congregation Church Festival of Trees. Thank you to all who supported the library programs over the year through their attendance.

## RESIDENT TROOPER

During the fiscal year of 2024 to 2025, the Town of Bolton continued to participate in the Resident State Trooper Program. Trooper First Class Brian Contenta continued to provide State Police coverage for the day shift while Trooper Jacob Messier continued to provide State Police coverage for the evening shift.

With two Resident State Troopers assigned to Bolton, the town has consistent day, evening, and weekend shift coverage. Additionally, Troop K in Colchester provides additional patrol coverage to the town twenty-four hours a day. Our office is located next to the Town Hall at 220 Bolton Center Road, and we continue to encourage our residents to stop in or call with complaints, concerns, or notifications of suspicious activity within your community. We continue to provide residents with property checks while on vacation or away from home for extended periods with advanced notice to our office or through Troop K Dispatch.

During this past fiscal year, there were 1,354 calls for service. Of those calls for service, there were 82 accidents, 9 DUIs, 2 larcenies, 3 burglaries, and 970 non-reportable matters.

We would like to continue our encouragement to members of this community to report suspicious activity and vehicles to the Resident State Trooper's Office or Troop K noting the nature of the activity with descriptions of persons or vehicles with registration plates as soon as possible. With enhanced awareness within your community to illegal or suspicious activity it will enhance public safety and enable your Resident Troopers and State Police to detect and apprehend violators. With that being said, we encourage members of this community to lock vehicles, don't leave keys or key fobs in your vehicles, and lock the doors to your residence and any outbuildings when away from your home. This will deter criminals and make it harder for criminal activity to occur. Your efforts in this area are greatly appreciated.

We continue to stress the importance of utilizing a hands-free device for cell phone use, or pulling off the road to a parking lot or other safe location for cell phone use including texting, while operating a motor vehicle. Using a hand-held mobile electronic device greatly increases the chances of being involved in a motor vehicle collision and their use while driving continues to be the leading cause of fatal motor vehicle collisions in the nation. Your Resident State Troopers take this seriously and conduct many motor vehicle stops to prevent motor vehicle collisions from occurring in your community for this reason. Please wear your seat belt and ensure your passengers especially children are wearing their seat belts. Also, ensure child seats and booster seats are properly secured. These steps could prevent serious injury in the event of an accident or may even Save Your Life.

The Resident Troopers also continue to stress the importance of driving the speed limit and obeying all stop signs. We have been conducting numerous motor vehicle stops due to speeding and failure to obey stop signs, as they're the most common complaints we receive from the citizens of Bolton. The Town of Bolton has placed a digital speed indicator at the green in front of the library to help ensure drivers safely operate at the posted speed limit. Remember, just because you don't SEE US, doesn't mean we don't SEE YOU!

We would like to thank the members of this community for your continued support and assistance this past fiscal year, and it is a pleasure to have served your community as Bolton Resident State Troopers.

**Emergency: 911**

**Resident Troopers Office: (860) 643-6060**

**CT State Police/Troop K: (860) 465-5400**

### **FIRE COMMISSION**

The past year was once again a busy one for the Bolton Volunteer Fire Department. Further details of the Department's activities will be in the Fire Chief's and the Fire Marshal's Annual Report.

The Officers of the Bolton Fire Commission were elected in June 2024, John Morianos is the Chairman and Elizabeth Malone is the Treasurer. Member on the Board include Christopher Moquin, Dan Moquin, and Robert Langton.

The Bolton Fire Commission supports the Bolton Volunteer Fire Department in all the obligations required, either by the Federal Government, the State of Connecticut or the Town of Bolton. In order to comply with all these requirements, funding is necessary to maintain the level of excellence that the Town of Bolton has come to rely on when emergency services are required.

The Bolton Fire Commission worked closely with the Bolton Volunteer Fire Department to assure the highest level of readiness to the residents of Bolton. This included, but was not limited to, proper emergency medical training (CPR, EMT, EMR etc), different firefighter certifications, and training on use of all fire apparatus and vehicles. Scheduled testing and maintenance on ladders, hoses and vehicles was completed as required, to ensure all equipment and vehicles are up to State and Federal laws and standards.

The Bolton Fire Commission worked diligently on the budget for the year 2024-2025. The Commission met with the Board of Selectmen and with their guidance, the Bolton Fire Commission was able to obtain a fiscally responsible budget. We, on the Bolton Fire Commission, are volunteers ourselves and know that the dedicated Bolton Volunteer Fire Department members are a tribute to the Town of Bolton and all its citizens.

We welcome Bolton residents to come to a Fire Commission meeting, to voice suggestions or concerns. We meet once a month (except August), usually on the fourth Monday at 7 PM at the Fire House. The monthly minutes of the Commission meetings are posted on the Town of Bolton's website.

### **BOLTON VOLUNTEER FIRE DEPARTMENT**

The Bolton Fire Department is a volunteer service agency that provides fire, rescue, hazardous materials and emergency medical services to the Town of Bolton, CT. The department is comprised of 38 men and women. These members volunteer their time and talents to ensure maximum care and safety for the citizens in our community. They are on call twenty-four hours a day, seven days a week, every week of the year.

During the fiscal year 2024-2025, the leadership of the department was as follows:

*Chief Bruce A. Dixon*  
*Deputy Chief Matthew Pereira*  
*Captain James DeMorro, Dan Ross*  
*Lieutenants, Tyler Clark, Jason Vincent, Melissa LeGeyt*  
*Safety Officer Peter Morra*

#### **Call Volume**

The department responded to a total of 563 calls that included the following types of calls: several building fires, vehicle fires, brush fires, many EMS / medical calls, motor vehicle accidents, search and rescue, hazardous condition / hazardous material calls and many service calls. The largest event of the year was the structure fire at 25 West Street, Dean Cabinet, on January 24, 2025. In total, 14 fire departments responded with approximately 140 firefighters to control and extinguish this fire. We also responded as part of our mutual aid agreements, working with the surrounding communities at emergencies in their towns.

#### **Budget**

The department's operating budget for the fiscal year 2024-2025 was \$ 287,514.00.

## Equipment

The department maintains the following apparatus:

2023 Pierce, ET134 Engine Tank with a 1,500 GPM pump and 1,000 gallons of water.

2017 US Tanker, Tanker 234 with 1,500 GPM pump and 3,000 gallons of water.

2013 Pierce, Rescue 134 Heavy Duty Rescue Truck with equipment for vehicle extrication, medical supplies, cold water rescue, hazardous material equipment and extensive scene lighting.

2008 Pierce, Truck 134 100-foot Aluminum Ladder Truck with 2,000 GPM pump and 500 gallons of water.

2021 Dodge 3500, Service 134 which is our first due truck for EMS medical calls, and supports IC, rescue, and other emergencies.

2018 Dodge Utility Truck, Service 234 as a support vehicle for Fire Police, auxiliary water pumping emergencies, Life Star landing support, towing the UTV trailer, and boat, etc.

2009 Chevrolet Suburban, Service 34 with extensive IC and medical equipment .

2020 Rescue One, Marine 134 16 ft boat and motor, and trailer.

2022 Ford F550, Forestry 134 4x4 Forestry truck.

2025 Polaris Ranger, UTV 134, All-Terrain Vehicle.

2022 Bravo 20 ft box trailer.

## Training Report

The fire department training division conducts training most Monday nights. The training is done at the fire station and many other locations in and out of town. There are several members that hold state certification as fire or EMS instructors. This year the department held over 33 training sessions in-house. The members of the department logged over 2,146 hours of in-house training. We held training classes and drills in multiple areas of firefighting, vehicle extrication, emergency medical protocols and procedures (including EpiPens, Narcan, and aspirin for heart attacks), CPR, mass casualty, chimney fires, ladder operations and safety, solar panels, and driver training to name just a few subjects. We conducted several drills with neighboring towns including live burn drills at the Eastern CT Fire School facility, drafting and water supply with our mutual aid partners, and officer training. Several EMT/EMR refresher courses provided several members with the necessary twenty hours of refresher training above the Monday night EMS drills. All members are encouraged to obtain State of Connecticut certification in Firefighting, and / or EMS, or Fire Police. The fire department pays for all training classes.

Anyone interested in becoming a member must be at least sixteen years of age and a resident of or work in Bolton. You can apply in person at 168 Bolton Center Road on any Monday night at 7 p.m. or by calling and leaving a message at 860-649-3910.

## **FIRE MARSHAL**

The Office of the Fire Marshal enforces fire safety regulations and conducts inspections and investigations as needed. It ensures that buildings remain safe from hazards by conducting annual inspections, which are done on a recurring basis pursuant to Connecticut State Regulations. The Office also provides public fire safety and prevention education to community members of all ages in an effort to greatly reduce potential future fire losses.

In the 2024-2025 fiscal year, required fire safety inspections were conducted throughout the community, as well as permit plan reviews and some fire investigations. As it does every year, the Office of the Fire Marshal joined the annual October Fire Prevention Week campaign, and in conjunction with the Fire Department, participated in fire prevention and safety education and activities at local schools, daycares and the Senior Center.

Our mission continues to focus on making Bolton a safer community and to promote fire safety and prevention through the inspection and education process.

## **BUILDING & GROUNDS DEPARTMENT**

The Building & Grounds Department oversees taking care of the parks, the town buildings, and the grounds. The staff is responsible for the daily maintenance and repairs to the buildings, operating the town's Recycle Center and keeping the grounds safe and clean as well as mowing and trimming Bolton's portion of the East Coast greenway trail. The staff is responsible for all the custodial work in the buildings. When winter comes, they take care of snow removal at all the town sites. The Department is also tasked with the maintenance of the two cemeteries that are in town.

Besides the normal day-to-day maintenance of the town properties, the department was able to complete some larger projects. The department had done a lot of work at Notch Road Municipal Center during the partial demolition of the building. Projects such as relocating plumbing, electrical and data connections. They also totally refurbished the outbuilding at the Resident State Trooper's for the recreation department to use as storage for their electric bicycle program. This included running electricity out to the building. The Administrative Officer's office was renovated including removal of a wall and replacement of an exterior door to make it more efficient. All the equipment the department uses was thoroughly inspected, repaired, and maintained to extend useful life. The central air conditioner condenser unit was replaced at Herrick Park building. A major purchase this year was a new broom attachment for the out-front mower which

replaces a 18-year-old unit. It is used for spring clean ups of all the winter road sand on Town properties.

The Buildings & Grounds Department would like to thank the Highway Department, the Land Use Department, and the Resident Troopers for their continuing help again this year.

### **EASTERN HIGHLANDS HEALTH DISTRICT**

The Eastern Highlands Health District has served its communities faithfully since 1997. The Health District is committed to enhancing the quality of life in its communities through the prevention of illness, promotions of wellness, and protection of our human environment. The pursuit of this mission is realized by assuring that other community agencies provide certain public health services within the region, and by providing specific public health services directly. The services directly provided include a communicable disease control program, public health education, community assessment and public health planning, emergency preparedness and a comprehensive environmental health program. The main components of the environmental health program include on-site subsurface sewage disposal permitting, complaint investigation program, food establishment licensing and inspection, and environmental monitoring program.

#### **Accomplishments for FY 2024-2025**

- The Eastern Highlands Health District Board of Directors at their January 2025 regular meeting adopted an operating budget of \$1,071,890 for FY 24/25.
- The Board of Directors approved an updated to the agency Strategic Plan, which now serves as a guiding document for our next phase of growth.
- Hypertension prevention efforts progressed as well this year. We expanded our “Know your numbers” initiative to include a number of educational sessions to provide participants the tools and knowledge to use active living and healthy eating to help manage hypertension.
- Workforce development remained a priority. With the support of a \$229,000 state grant, we bolstered staff training, launched a leadership succession plan, and participated in statewide internship programs. These investments are already contributing to greater staff retention and succession planning.
- EHHD continues to work cooperatively with DEEP on behalf of Tolland & Coventry providing information and support regarding an environmental investigation into sodium chloride contamination in ground water in private wells.

- Communicable disease control activities included review and follow up (as needed) of 127 case reports; and, conducted 30 disease outbreak or individual case investigations.
- Main indicators for environmental health activity in the Town of Bolton include: 76 site inspections for septic systems; 22 septic permits issued; 5 well permits issued; 3 complaints investigated; 35 environmental samples taken for lab analysis; 31 food establishment inspections and other health inspections; 46 public health reviews; and, 70 test pits and perc tests.

### **Plans for FY 2025-2026**

- Finalize and implement our Tobacco Best Practices program.
- Work to support member Towns efforts on Opioid misuse prevention and wellness.
- Continue to buildout our list of private insurance payers for the vaccine program.
- Implement a comprehensive seasonal vaccine promotional campaign.
- Expand our blood pressure prevention program.
- Continue to work to advance workforce development and staff retention initiatives.
- Address the individual public health needs of member towns as they arise with available capacity.

### **SENIOR CITIZENS COMMISSION**

The Senior Citizens Commission meets quarterly at the Bolton Senior Center. Commission members may also be contacted regarding any issue pertaining to the needs of Bolton seniors.

Senior Citizen Commission Members, 2024-2025

Paula Friez, chair

Corenda Haugh, vice-chair

Cheryl Udin

Helen Winkler (resigned 2024)

Leslie Shea

Anna Spencer (joined 2025)

Patrice Niewinski, alternate (resigned 2025)

## **BOLTON SENIOR AND SOCIAL SERVICES**

The Senior and Social Services Department can be reached at 860-647-9196. The Director of Senior and Social Services serves as the Municipal Agent for the Elderly for information and referral to community resources. The Director is also a Certified CHOICES Counselor for information about Medicare.

The Bolton Senior Center is open to anyone age 55 and over. The Senior Center offers a variety of ongoing programming. Popular games and activities include chair yoga, dominoes, cribbage, mah jongg, poker, setback, bridge, bingo and quilting. There are regular trips to lunch and local attractions. Additional programs include presentations, crafts, trivia, and seasonal luncheons. The Senior Center also facilitates the AARP Tax Aide program.

Transportation is provided for seniors or adults with disabilities, for medical appointments, errands, or visits to the Senior Center. The program is funded in part by a grant from the Department of Transportation.

The Social Services Department is for residents of all ages. The Bolton Food Pantry serves individuals and families in need. The Social Services Department oversees holiday programs and the Residence Assistance Fund for financial hardship.

Publications are available by mail or email, on the town website, or can be picked up at the Senior Center.

## **RECREATION DEPARTMENT**

It is the mission of the Bolton Recreation Department to enrich the life of the community as a whole by creating recreational opportunities for growth and enhancement to promote citizen involvement and striving to increase social, cultural, and physical well-being of all ages. Recreation opportunities are an important aspect of a well-balanced lifestyle in the Bolton community, and the Recreation Department offers programs that benefit both residents and nonresidents of Bolton.

2024-2025 was another great year for the Bolton Recreation Department as it continues to bring wonderful programs to the community! Summer camps were held in 2024 including Bulldog Basketball and Tennis Camps and Herrick Park Summer Camp. Herrick Park Summer Camp ran for 8 weeks, and our campers participated in crafts, sports and games, workshops, and even went on several fun field trips including Spare Time, CT Sun Camp Day, Parkade Cinemas, and Adventure Park Storrs. Bolton Recreation Basketball was once again held in the winter of 2024-25 for kids ages 2-8<sup>th</sup> grade, where 166 participants had fun and learned the fundamentals of basketball and teamwork. The Recreation Department continued to work with Coventry, Ashford,

Mansfield, Tolland, and Willington to offer bus trips to the surrounding communities! This year, a trip to see James Taylor at Tanglewood ran on July 4<sup>th</sup>, 2024. The Bolton Rec Department also ran a trip to the Wasabi Fenway Bowl Game on Saturday December 28<sup>th</sup>, 2024. Other successful programs held were the Safe Sitter class, Middle School Tennis and afterschool programs, as well as our adult exercise programs such as Adult Drop-in Volleyball and Pickleball, Yoga, Jujitsu, and Cardio Yoga.

Yearly, the Bolton Recreation Department offers different opportunities for the community to come together. The department offered it's regular annual events such as the Summer Concert Series, Trunk or Treat, Winter Faire, Holiday Tree Lighting, Holiday Light Tour, Kids to Parks Day and the Town Wide Tag Sale! The Department partnered with the Bolton Center School PTA to offer Trunk or Treat in 2024, which included 21 trunks, a bounce house, face painting, treats, and more! This event was a huge hit with over 500 kids in attendance. The Winter Faire had 34 vendors, who sold many wonderful, handcrafted pieces, jewelry, cosmetics and more to members of the community. A few new programs and events were held at Indian Notch Park, such as Spooky Stories, where our librarian read stories to our community and folks got to purchase hot dogs and roast S'mores, and a Sunset Paddle on Bolton Lake.

The Bolton Recreation Department could not provide all of these programs and events without the help of volunteers, sponsors, and employees. The continued support for the department yearly is greatly appreciated. A huge thank you is due to each and every one who donated their time and energy to helping the department over the past year! The 2024-2025 Recreation Department Sponsors included Bolton Notch RV\*\*, Simoniz USA\*\*, Country Carpenters Inc.\*\*, Kelman Landscape LLC, Highland Park Market, Munson's Chocolates, W.H Preuss Sons, Connecticut Valley Orthodontics, England Hardware, Mar Lea Golf, APEX Refrigeration Cooling and Heating LLC\*\*, Holiday Recreation Center, Mitchell Home Services\*\*, and the Bolton Prevention Council.

\*\*Super sponsors

### **HERITAGE FARM COMMISSION**

The Bolton Heritage Farm (BHF) is a 103-acre, town-owned property located at 266 Bolton Center Road, consisting of a historic house and barn on approximately 12 acres, with the remaining acreage permanently preserved as farmland and woodlands. The property was acquired by the Town of Bolton in 2000.

Established in 2006, the Bolton Heritage Farm Commission is responsible for planning, preservation, and oversight of the farm's long-term public use. The Commission's work is guided by a 2008 architectural and historical assessment and, more recently, by

a comprehensive Master Plan, completed between 2020 and 2022. In August 2022, the Board of Selectmen unanimously approved the Bolton Heritage Farm Master Plan, which outlines phased improvements to support increased public use of the barn and grounds while maintaining historical integrity and financial sustainability. The plan was presented publicly at a town event in September 2022.

Ongoing community support remains fundamental to the success of BHF as a public space. During the reporting period, the farm was actively used for passive recreation, organized programs such as cross-country running and summer yoga, educational activities, and community events. The Commission supported public access through trail use, school and volunteer-led educational tours, special events, and historic interpretation, including coordination with organizations such as the Connecticut Radio Information System (CRIS) to explore increased accessibility through a proposed audio tour. These efforts and others, like participation in annual community events like the St. Maurice Church's Sleigh Bells Ring and Bolton Congregational Church's Festival of Trees increase public awareness, raise funds / encourage donations, and strengthen community connections within Bolton.

The Commission worked to secure or finalize grant-funded improvements, including:

- A \$7,500 grant from the Hartford Foundation for Public Giving (Bolton Community Fund) to curate an exhibit of historic artifacts obtained from the Farm.
- Cont. coordination with the Town on the state-funded LOTCIP Connectivity Walking Path, which will improve pedestrian and ADA access between the town center, the farm, and Bolton High School. A site model of the path's trajectory through BHF was created by the Commission, available for public viewing at Bentley Memorial Library for the month of June.

BHF also saw important site improvements with:

- Installation of carrying beam in the Farmhouse in October 2024.
- Filling-in of the manure pit in April 2025.

Significant infrastructure needs remain, including sanitation facilities, electrical upgrades, additional structural stabilization of the house and barn, and parking improvements. These limitations currently restrict broader public use of the buildings.

## **2025–2026 Priorities**

In the coming year, the Commission will continue to implement the approved Master Plan by pursuing grant opportunities, coordinating volunteer and preservation

projects, and working with town staff and boards to advance priority site improvements. The Commission remains focused on protecting the Town's investment and preparing the farm for safe, sustainable public use.

- Advance priority preservation and stabilization projects for the house and barn, consistent with the Master Plan
- Finalize/submit grant proposal for historic artifacts exhibit.
- Pursue grant funding to support infrastructure improvements, including sanitation, electrical capacity, and parking.
- Support completion and integration of the Connectivity Walking Path and related ADA accessibility improvements.
- Improve site amenities for public use, including benches, interpretive elements, and limited landscape enhancements
- Plan and coordinate historic programming in preparation for the 2026 Semiquincentennial commemoration.

### **BOLTON CONSERVATION COMMISSION**

The Bolton Conservation Commission continues to research the town's potential use of land and water, a responsibility essential to protecting the natural resources, conservation areas, and ecological features that define Bolton's character. Maintaining the environment while supporting economic growth requires informed, observant, and persistent conservation work. Preserving high quality, intact, and connected habitats is fundamental to a healthy landscape. As Bolton continues to develop, proposed projects must be carefully evaluated. Using peer reviewed scientific data, planning expertise, and public input helps regulatory commissions make sound decisions that protect irreplaceable resources while allowing thoughtful, well justified growth.

The Commission also monitors conditions affecting safe access to open space. In Bolton Notch, unsafe traffic patterns, including high speeds and limited sight lines, endanger pedestrians, cyclists, and park visitors. There exists a real need for improving the existing entrance to Bolton Notch State Park and the Hop River State Park.

In fiscal year 2024-2025, the Bolton Conservation Commission (BCC) made notable progress thanks to the dedication of its volunteers. Key accomplishments include:

**Complete Streets:** Documented safety concerns about vehicular access to Bolton Notch State Park from Interstate I-384. Worked closely with alternate member Kimberly Fofana as the BCC liaison to Bike Walk Bolton, advancing principles of Complete Streets in the Town of Bolton. Provided comments regarding the Connectivity Trail and absence of clear parking-lot design criteria at Heritage Farm.

**Stream Temperature Monitoring:** Collaborated with CTDEEP to monitor five streams and two vernal pools, completing seasonal equipment swaps and sustaining landowner engagement. Featured a Bolton Notch State Park vernal-pool temperature graph in the BCC published town calendar.

**Watershed Conservation:** Continued partnership with local conservation alliances such as BLWCA, FBL and the SRWP. Patiently awaited approval of the Bolton Lakes Watershed Management Plan.

**Riffle Bioassessment by Volunteers (RBV):** Organized the 20th Annual RBV event at Herrick Park Lodge, to assess stream health through macroinvertebrate collection. Implemented a new disinfection protocol for field equipment. Noted a continued decline in “Most Wanted” macroinvertebrate species, which remains a concern. The drought may have had an impact.

**Peak Foliage Hike** The hike originated from the Bolton Commuter Lot and followed the Hop River State Park Trail to Valley Falls Park and back. Members discussed tree diversity in the Bolton Notch/Valley Falls watershed, noted trailhead properties linked to the Old Growth Forest Network, the Northern CT Land Trust, and Bolton Notch State Park, and pointed out access to Box Mountain Forest, Echo Ridge, Webster Preserve, the Tulip Tree Trail, and the Mohegan Trail.

**Winter Faire:** Set up a well-attended tabletop exhibit, sold calendars, and hosted the Recycling Challenge. Expressed renewed concern about the continued lack of recycling bins at the Town event. Also tabled at Cropley’s Garden Center and offered Recycling Challenge and calendar sales.

**Winter Trails Day:** Wildlife advocate Ray Hardy was the special guest at Herrick Park that focused on tracking wildlife in the snow. Twelve people attended on a blustery cold day.

**Vernal Pools Day:** Sponsored a well-attended Vernal Pool Sunset Serenade workshop at the library, followed by a sunset field review of the upland forest vernal pool behind the library with wetlands professional scientist Ed Pawlak. Ed collected obligate species on a tray to show participants.

**Earth Day Celebration:** The Fairy House Building Contest & Mini-Bio Blitz was a success at Freja Park. Guest speakers included Wildlife Advocate Ray Hardy and Forest Ecologist Marlene Cole.

**Kids to Parks Day:** The BCC teamed up with the Bolton Recreation Department and the Bolton Regatta at Indian Notch Park. Peter Van Dine was a judge for the annual Regatta. Rod Parlee and Matt Rivers presented the importance of a watershed and the Bolton Lakes Watershed Conservation Alliance.

**Trails Day:** Explored the newly blazed Nathan Hale Greenway trail with special guest and nationally known arborist, Matt "Twig" Largess discussing dendrology and forest conservation.

**Park Management:** Managed trail workparties, kiosks and provided educational material in parks.

**Community Engagement:** Participated in monthly local and state-wide board meetings, town forums, and conservation conferences. Tabled at the CACIWC Annual Meeting and Conference and offered the Recycling Challenge and sold calendars.

**Citizen Science:** With BCC support, urged both the BLWCA and FBL to develop base-line water level data on all three lakes and received estimates on an Onset weather station with rain gauge for LBL.

**Trail Management:** Coordinated with local and state conservation officials on managing trail erosion and illegal motor vehicle access in parks. Volunteered for the Town and with the Bolton Land Trust in developing the Nathan Hale Greenway hiking trail.

**Photo Contest and Calendar:** Hosted the 23rd Annual Town-wide Photo Contest and published the 14th edition of the traditional calendar, raising funds for conservation efforts. Special thanks to advertisers! The Annual Photo Contest, made possible by the Bolton Conservation Commission, recognized outstanding entries across four categories. In **Examples of Green Living & Farming**, first place went to "*Bath Time*" by Steve Niemczyk (\$100 Cropley's Gift Card), second to "*A Gentle Girl Between Milkings*" by Leslie Manna (Highbush Blueberries), and third to "*Fall Baling*" by William Betterini (Blue Flag Iris, T-shirt, and Potted Conifer). In **Beauty of Nature and Open Space**, first place was awarded to "*Trail Blazing*" by Leslie Manna (\$100 Cropley's Gift Card), second to "*Pink Beauties*" by Sylvia Ounpuu (Highbush Blueberries), and third to "*Fall Reflections on Tinker Pond*" by Lauren Coleman (Queen of the Prairie Perennial, T-shirt, and Potted Conifer). For **People in the Environment**, first place went to "*Stroll on the Hop River Trail*" by Jim Adams (Witch Hazel and Sheep Laurel), second to "*A Walk to Remember*" by William Betterini (Highbush Blueberries), and third to "*Shuttered Solitude*" by Rich Fitch (Cardinal Flower, T-shirt, and Potted Conifer). In **Wildlife in Bolton**, first place was awarded to "*Bumble Bee*" by Mary Catherine L. Sonntag (Button Bush and Mountain Laurel), second to "*Fox Hunting Stride*" by Lindsay

Pettinicchi (Highbush Blueberries), and third to “*Vernal Pool Rockstar*” by Sharon Wilson (Summer Phlox, T-shirt, and Potted Conifer). All current and past winning photos are posted for viewing on the Town of Bolton web page under Conservation Commission Photo Contest, Previous Years.

[www.boltonct.gov/boards-commissions/conservation-commission/previous-years-photo-contest-results](http://www.boltonct.gov/boards-commissions/conservation-commission/previous-years-photo-contest-results)

These actions reflect the BCC’s ongoing commitment to conservation, environmental education, and community involvement in protecting Bolton’s natural resources, and they capture a snapshot in time, preserving the conditions, decisions, and community spirit that define this moment in our stewardship history.

### **INLAND WETLANDS COMMISSION**

The State of Connecticut recognizes through its legislation that inland wetlands and watercourses are an indispensable, irreplaceable, and fragile natural resource with which the citizens of the state have been endowed. In the Town of Bolton, the authority and responsibility to protect that resource belongs to the Inland Wetlands Commission. Wetlands and watercourses mitigate flooding, purify water, and provide countless other services to citizens.

The Inland Wetlands Commission is a vibrant group of concerned residents who volunteer to protect and preserve Bolton’s inland wetlands and watercourses. The Commission meets monthly to review applications and make decisions about activities proposed within 100 feet of a wetland or watercourse. Residents serving on the Inland Wetlands Commission during the 2024-2025 fiscal year were: Ross Lally (Chair), Jim Loersch (Vice Chair), Michael McDonnell, Diane DeNunzio, and David Lynn. As the year ended, the Commission was missing one alternate member. All the members are commended for their time and effort on the Commission.

The Inland Wetlands Commission took the following actions during the fiscal year:

- Issued 10 permits: 3 for new home construction, 2 for septic installations or repairs, and 5 for site improvements.
- Delegated 5 of these permits to the Agent for issuance to reduce processing time and lower costs for applicants.
- Promoted public health and saved taxpayer money by protecting wetlands and watercourses.

By agreement with the North Central Conservation District, Alyssa Barroso served as Bolton’s Inland Wetlands Agent. Under state law, inland wetlands commissions may delegate the approval of applications to an agent when the proposed activities are not

located in the wetlands or watercourses and are deemed to have little chance of having an adverse impact on wetlands. This year the Commission streamlined the application process for 5 residents by delegating their applications to Ms. Barroso.

Relying on virtual and in-person training, Commission members remained current on the applicable legislation, wetlands management, and related topics such as stormwater management and soil identification.

The Commission continues to seek volunteers to make a difference in service to Bolton's residents and businesses and the protection of its wetlands and watercourses.

### **PLANNING & ZONING COMMISSION**

During this fiscal year, the Planning & Zoning Commission (PZC) held twelve (12) Regular Meetings, no Special Meetings, and no meetings were canceled. The PZC continued to hold hybrid meetings allowing for in-person and virtual attendance which allowed for more participation by applicants, commissioners, and the public. Hybrid meetings have run smoothly and seamlessly for all involved, have increased participation, have saved some time and money, and provide a recording which anyone can access through the Town website.

Regular and Alternate members of the PZC for this fiscal year are: Chairman Thomas Manning, Vice-Chairman/Secretary James Cropley, Steve Clark, Arlene Fiano, Jeremy Flick, Marilee Manning, Thomas Robbins, Alternate Tom Crockett, Alternate Diane DeNunzio, and Alternate Kawan Gordon.

Staff members to the Commission are: Patrice Carson, AICP, Consulting Director of Community Development; Michael D'Amato, Zoning Enforcement Officer; Danielle Palazzini, Land Use Secretary; and Planning & Zoning Board Clerks Kacie Cannon and Linda McDonald.

Activity was slower than usual this fiscal year, which afforded time for the Commission to work on the tedious task of codification of the Subdivision Regulations. Once codified, the Regulations became available on the town website and are much easier to use. Commissioners, with the assistance of staff, continue to look for ways to remove barriers to the construction of affordable housing in accordance with the Plan of Conservation and Development and the Affordable Housing Plan, and continue to work on other areas of the Zoning Regulations.

The Commission and the Board of Selectmen discussed property development and housing regarding the Commissions work on the Zoning Regulations to accommodate more projects and how sewer and water service can be planned for potential developments, specifically along Route 44.

The Commission reviewed the progress of Connecticut's Countryside and how it will and has helped businesses in town with free advertising for their businesses and events.

**A. Acted on Zoning and Subdivision Regulation amendments as follows:**

1. Adopted new Zoning Regulation Amendment to Section 450-6.1N(12)(a) Traditional Multiple Dwelling Complexes For Seniors to Reduce the Resident Age Restriction From 62 to 55 Years of Age effective 01/15/2025 (Michael Bugnacki #PL-24-5)
2. Adopted new Subdivision Regulation Amendments and Updates to the Bolton Subdivision Regulations Presented in Application #PL-25-2 Made During the Codification Process, effective 04/01/2025
3. Adopted new Zoning Regulation Amendments for Lot Coverage/Building Coverage, Minor Modifications, Limited Expansion of Existing Buildings That are Nonconforming, Removed Requirement of Multifamily Residences on Upper Floors of Commercial Uses effective 04/01/2025 (#PL-25-1)

**B. Miscellaneous Actions:**

1. Reviewed and Commented Favorably on an 8-24 Referral from the Board of Selectmen to create a parking area for the Nathan Hale Greenway on Stony Road
2. Release Site Improvement and Erosion Control Bond for Sheila Bugnacki at 7 Loomis Road

**C. Approved the following Zoning & Subdivision Applications:**

1. Site Plan for New House at 25 Vernon Road (James Read #PL-25-3)
2. Modify Special Permit for 6-Unit Senior Housing Project at 7 Loomis Road to Reduce the Resident Age Restriction From 62 to 55 Years of Age (Michael Bugnacki #PL-24-4)

**ASSESSOR**

The Office of the Assessor is responsible for discovering, listing and valuing all taxable and exempt property located in town. Connecticut law requires Assessors to list and value all real and personal property. Real property is revalued every five years, and personal property is valued annually. Personal property includes registered and unregistered motor vehicles, business equipment and machinery and pipes, cables and conduits and other assets not specifically exempted by state statute.

Tax bills are generally based on a property's assessed value as of October 1. The Grand List year runs from October 1 to September 30. This differs from the town's Fiscal Year, which runs from July 1 to June 30. The tax bills due in Fiscal Year 2024 - 2025 are based on the Grand List of October 1, 2023.

The net taxable 2023 Grand List figures after adjustments by the Board of Assessment Appeals are shown below.

<u>Property Type</u>	<u>Net Taxable Assessment</u>
Real Estate	540,724,621
Motor Vehicle	17,710,413
Personal Property	<u>54,785,012</u>
	613,220,046

Real property assessed values are based on the fair market value in the year of revaluation. Personal property is generally valued based on its cost new adjusted for annual depreciation.

Significant dates and events in the Assessor’s Office during the 2024 - 2025 Fiscal Year included the following:

**1. Revaluation of Real Property** for October 1, 2023 affects tax bills due in July 2024. The prior revaluation was for October 1, 2018. The overall increase in real estate value was 38%, with single family properties increasing by 40% and commercial properties increasing by 15%, shifting more of the tax burden to residences. Smaller homes and lake area properties experienced the largest gains.

**2. Real estate tax billing.** The problem occurred when the new assessments were transferred from the property database to the billing system. Not all values transferred successfully, requiring a second billing for some properties and a refund or property tax credit for others. The Board of Selectmen and Finance Committee worked extensively with the tax collection and assessment offices on resolving the problem and putting new oversight measures into effect.

**3. MSRP pricing.** Starting with the 2024 Grand List, motor vehicles, whether registered or unregistered, are valued based on a declining percentage of the Manufacturers Suggested Retail Price (MSRP). Prior to 2024, motor vehicles were valued based on the average retail price, as determined by JD Powers. During COVID, the increased demand for vehicles was not accompanied by an increase in supply, causing used car prices to increase. The state legislature changed the pricing methodology for the 2024 GL to ensure some predictability to motor vehicle taxes.

The effect of the change was for many vehicles to have lower tax bills than in prior years. Vehicles over 20 years of age had the perverse, with assessment increases.

**4. Exemption for 100% Permanently and Totally Disabled Veterans.** Disabled veterans previously received assessment reductions, based on their VA disability rating, ranging from 1,500 – 10,500. In Bolton, the exemptions reduced tax bills between \$50 and \$325. New legislation was passed that exempted the primary dwelling house from taxation for 100% Permanently and Totally Disabled Veterans. For the first year, there were ten eligible veterans in town with a total assessment exemption of over 2,800,000.

Contributing to the increase in the 2023 GL real estate assessment was:

- the completion of All Town Fresh, a gas station and convenience store on Boston Tpke;
- the partial construction of a six unit apartment building on Loomis Rd and
- a new home on Hebron Rd
- two homes with deductions for crumbling foundations had their foundations replaced.

Other responsibilities of the Assessor's Office include:

- updating ownership of real estate parcels upon transfer of title;
- maintaining the tax maps for changes in boundaries, filing of surveys, dimensions;
- inspecting building permits for level of completion and use - all open building permits are valued as of 10/1 annually, based on the percentage complete;
- adjusting property assessments for the impact of a crumbling foundation per Public Act 21-120;
- adjusting motor vehicle assessments for vehicles that have either been sold, stolen, salvaged, or registered out of state within a limited time after the tax bill is due;
- oversees tax exemption and assessment reductions under tax relief programs for low-income elderly and disabled persons; low-income and/or disabled veterans; veterans and active duty members; and low-income renters;
- administering programs designed to preserve farm and forest land through use classifications, farm machinery and farm buildings exemptions and the dairy abatement programs;
- answering questions from taxpayers and responding to information requests from the general public.

Please browse the Assessor's page of the town website for information and applications on various programs. If you do not see it on the website or need it mailed to you, please contact the Assessor's Office at 860-649-8066, ext. 6100) or e-mail [assessor@boltonct.gov](mailto:assessor@boltonct.gov).

## LAND USE DEPARTMENT

The Building & Land Use Department consists of the Building Officials, the Zoning Enforcement Official, the Director of Community Development, the Inland-Wetlands Agent, the sub-contracted Town Engineer, and the Sanitarian [an agent of the Eastern Highlands Health District]. This department provides building, planning, zoning, engineering, and health dept. services relating to various permits, and offers guidance to boards and commissions while supporting improvements to the infrastructure of the town. The department's staff assists the public with the permit application process, provides guidance with respect to building codes and land use regulations, and aids in researching land files.

### **Building Permits issued, and Fees collected for the 2024/2025 fiscal year:**

New Homes 1	Gas 26
Building 224	Mechanical 72
Electric 113	Plumbing 29

Total fees collected \$130,703.50\*

*\*The fees collected include the continuing education fees paid to the State of Connecticut.*

Total estimated value of construction: \$9,260,995.27\*\*

\*\*reported value reflects the total construction value of all building permits which include: building, electrical, gas, mechanical, and plumbing.

### **Land Use Permits issued, and Fees collected for the 2024/2025 fiscal year:**

Administrative Zoning: 52	Special Events: 1
Demolition: 2	Solicitor Permits: 9
Inland Wetlands: 11	Zoning Board of Appeals: 3
Planning & Zoning: 3	Driveways: 8

Total fees collected: \$10,430.00 \*\*\*

*\*\*\*The fees collected include and reflect the fees paid to the State of Connecticut.*

## BLRWPCA BOARD

The BLRWPCA is responsible for managing the sewer system serving the Lower and Middle Bolton Lakes areas. The board includes members from both Bolton and Vernon and meets regularly to discuss operations, budgets, and issues related to the sewer system.

During the year, meetings focused on budget planning, infrastructure updates, and coordination with the Town of Vernon, which manages billing and the collection of sewer fees. The system continues to be regularly maintained to ensure safe and efficient operation. Emergency contact information is available for after-hours issues.

A public hearing was held on April 30, 2025 regarding the FY2025/2026 budget and proposed revisions to the Sewer Use Rules and Regulations, Section 5.5, to ensure compliance with §7-258.

For the period of July 1, 2024 through June 30, 2025, a total of \$222,264.10 was collected in sewer fees.

### **BOARD OF ASSESSMENT APPEALS**

The Board of Assessment Appeals is an appeal body providing the town's taxpayers a review board as a process for appealing the actions of the assessor, for those who claim the town assessor erred in the valuation of their properties, or erroneously denied the taxpayer an exemption. The Board meets twice a year, usually in March and September. The applications for an appeal are available in the Assessor's office. Typically, the applications for the March meeting must be submitted on or before February 20 of each year. Contact assessor's office to verify due date.

### **ZONING BOARD OF APPEALS**

The ZBA met on four (4) occasions in the 2024-2025 fiscal year. Three (3) variance applications were granted (#s ZBA-24-2, ZBA-24-3, and ZBA-25-1). One (1) variance application was denied (ZBA-24-4).

The ZBA regular meeting dates are normally scheduled on the second Tuesday of each month, and meetings are held in a hybrid capacity (you may attend in-person or virtually). The regular and alternate members of the ZBA board were as follows: Chairman: Morris Silverstein, Vice-Chairman: William Pike, Anne Decker, Joshua Machnik, Jonathan Treat, Tom Lyon, John Toomey; and Board Clerk: Kacie Cannon.

To review agendas, applications/packets, meeting minutes, or other information, please visit the ZBA webpage on the Town website. Applications may also be reviewed on the OpenGov/Viewpoint permitting system at <https://boltonct.portal.opengov.com>.

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## Independent Auditors' Report

Finance Committee  
Board of Selectmen  
Town of Bolton, Connecticut

### **Report on the Audit of the Financial Statements Opinions**

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Town of Bolton, Connecticut, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Town of Bolton, Connecticut's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Town of Bolton, Connecticut, as of June 30, 2025, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Basis for Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and the State Single Audit Act (C.G.S. Sections 4-230 to 236). Our responsibilities under those standards and the State Single Audit Act are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Bolton, Connecticut and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Bolton, Connecticut's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## **Auditors' Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America, Government Auditing Standards and the State Single Audit Act will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with auditing standards generally accepted in the United States of America, Government Auditing Standards and the State Single Audit Act we:

- Exercise professional judgment and maintain professional skepticism throughout the audit
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Bolton, Connecticut’s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Bolton, Connecticut’s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis, budgetary comparison information and the pension and OPEB schedules as listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Bolton, Connecticut's basic financial statements. The accompanying combining and individual fund financial statements and other supplemental schedules as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and other supplemental schedules as listed in the table of contents are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

## Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated April 28, 2026, on our consideration of the Town of Bolton, Connecticut's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Bolton, Connecticut's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Town of Bolton, Connecticut's internal control over financial reporting and compliance.

**Stephen T. Hopkins, CPA, PC**

*Stephen T. Hopkins, CPA, PC*

Scarborough, Maine

April 28, 2026